



*“Wild Goose Center of Wisconsin”*



# City of Waupun

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## Waupun Business Improvement District Minutes of Meeting Wednesday, October 8, 2014

The Waupun Business Improvement District met Wednesday, October 8, 2014 in the City Hall Council Chambers with Chairperson Wayne Buteyn presiding.

Members present are Wayne Buteyn, Larry Sullivan, Jack Dunham, Jeff Riel, Rich Matravers, John Theune, Krista Bishop, Marty Koehler, and John Karsten. Members absent and excused are Al Verhage.

Staff present is City Clerk Angela Hull.

Audience present is Melanie Williams.

Chairman Buteyn called the meeting to order at 7:00am.

Motion Riel, second Bishop to approve the minutes of the July 9, 2014 meeting of the Business Improvement District. Motion carried.

### Prior Business- Outstanding Applications

Derek Drews of Fox Valley submitted an application in May. This on-going project is a large construction project and payment will not be issued until 2015.

Melanie Williams appeared before the Board. Ms. Williams submitted an application in June for 311 E. Main Street which was approved. The ninety day period to complete the project has expired. Williams informs the Board that the project is not complete due to issues with the contractor and she requests an extension.

Motion Theune, second Karsten to approve a two-month extension for Melanie Williams' application for 311 E. Main Street, Waupun. Motion carried.

### Financial Statement Review

BID Financial report provides current fund balance as of October 1, 2014 of \$6,956.78 with \$2,000.00 outstanding- prior approved applications waiting completion to be paid in 2014 and \$5,000.00 outstanding prior approved application waiting completing to be paid in 2015. \$4,956.78 funds remain available for 2014.

Motion Bishop, second Riel to approve the October 1, 2014 Financial Statement as provided. Motion carried.

John Karsten appeared before the Board to submit a Façade Improvement Program application for the property of 4 - 6 ½ Fond Du Lac Street, Waupun. Renovation to the façade includes sealing and painting of the exterior west wall. Total estimated cost of this project is estimated at \$1,600.00.

Motion Theune, second Riel to approve a 50% matching grant not to exceed \$2,000.00 to John Karsten for façade improvements to the building at 4 -6 ½ Fond Du Lac Street. Motion carried.

A Façade Improvement Program application was received from Dan Link for the property of 315 E. Main Street, Waupun. Renovation to the façade includes sign replacement. Total estimated cost of this project is estimated at \$674.25. As there is no person's in the audience to speak on Mr. Link's project, the Board tables this application for the next meeting.

The next meeting of the Business Improvement District is scheduled for November 12, 2014 at 7:00am at the Waupun City Hall.

Motion Theune, second Bishop duly carried the BID Board adjourned at 7:15am.

Angela J. Hull, City Clerk